



Buckroe Curb Appeal Matching Grant Application 2015

Please PRINT and provide all of the requested information. If you have any questions regarding this program or the application, please contact Jasmine Bryson, Neighborhood Development Associate, at 727-6140.

Property Owner's Name (Last)		(First)		(Middle)	
Property Address		City Hampton	State VA	Zip 23669	
Property Owner's Address (if different)		City	State	Zip	
Contact Phone#	Daytime Phone#	Fax#	E-mail Address		
Age of the Home	How did you hear about the program?				

Is the property: ☐ Owner-occupied
☐ Renter-occupied

Please ☒ the type of improvements you are applying for:

- ☐ Architectural Details - Addition, Repair and/or Restoration
- ☐ Exterior Painting and/or Façade Cleaning
- ☐ Door and shutters - Addition, Repair and/or Replacement
- ☐ Landscaping
- ☐ Decorative entrance features (i.e. entrance lighting, mailbox, house numbers, etc.)
- ☐ Decorative Fencing
- ☐ Other (re-pointing brick, driveway, etc.) _____

Amount Requested: \$ _____
(\$250 minimum to \$5,000 maximum)

Total Project Cost: \$ _____
(Must be at least twice the amount requested)

Project to be completed by: ☐ Homeowner ☐ Renter ☐ Contractor

Estimated Start Date: _____ Estimated Completion Date: _____

The following must be attached to this application to enable the Review Committee to review you application:

I. Existing Conditions

A **photograph depicting the existing conditions of the property** must be attached to the application. The photograph will enable the Application Review Committee to assess the current condition of the property and how the proposed improvements will contribute to increasing the curb appeal of the property.

II. Description of Project

Please provide a **detailed description of the improvements** planned as part of this curb appeal project. The response should include the materials proposed and your rationale for selecting those materials. It should also include whether the work will be completed by a licensed contractor or the homeowner.

The following should also be attached if applicable: (see attached sample)

- Sample of paint color selection
- Photograph/diagram depicting the addition/repair/replacement of:
 - architectural details
 - doors and shutters
 - landscaping
 - decorative entrance features
 - decorative fencing
 - driveway design/placement

Your response should be as specific as possible to assist the Application Review Committee with assessing the project's consistency with the Curb Appeal Guide, Buckroe Style Guide and the overall scope/quality of the improvements requested.

III. Project Costs - Match Requirement

This matching grant program **requires the applicant match each dollar** of Curb Appeal Matching Grant funds invested in the project. Please disclose the following and include if applicable:

- Contractor costs to include labor and materials (a copy of the quote/contract from licensed contractor should be included)
- Owner costs estimates to include materials for project

Eligible sources of match include improvements that **will be undertaken** by the homeowner in the next six months that are eligible under the Curb Appeal Matching Grant Program and are consistent with the Curb Appeal Style Guide.

Please note: Any labor provided by the homeowner in lieu of using professional contractors cannot be counted toward the match obligation; however, the material costs are eligible sources of match.

By signing this application, I certify that the information and estimates provided in this application are true to the best of my knowledge. If approved, I agree to allow the City of Hampton to display the Caught with Curb Appeal yard sign for the duration of my project

Applicant Signature

Date

Curb Appeal Matching Grant Policy

Matching Grant Overview

The Curb Appeal Matching Grant is a offering of the Hampton Neighborhood Initiative directed specifically at housing revitalization in Hampton neighborhoods. This program is available in the Hampton Housing Venture neighborhoods of Pasture Point, Olde Hampton and Sussex and the Buckroe area.

For more information, contact Jasmine Bryson or Shanel Lewis in the Housing and Neighborhoods Services Division at 727-6140 or visit www.hampton.gov/neighborhoods.

Purpose of the Program

The Curb Appeal Matching Grant Program assists property owners and residents in the selected areas with exterior improvements to their homes. Homeowners and residents are required to match the funds the city invests in the project, and the project must be completed within 6 months.

Eligible Properties/Applicants

Curb Appeal Matching Grants are available to all single-family and duplex residential properties located within the defined areas for the Hampton Housing Venture and the Buckroe Curb Appeal revitalization area.. Eligible applicants include renters (with the written permission of property owner), owner-occupants and investors.

Eligible Improvements

Curb Appeal Matching Grants are available for short-term projects that can be completed within 6 months and must include one or more of the following:

- ☐ Architectural Details - Addition, Repair and/or Restoration
- ☐ Exterior Painting and/or Façade Cleaning
- ☐ Door and shutters - Addition, Repair and/or Replacement
- ☐ Landscaping
- ☐ Decorative entrance features (i.e. entrance lighting, mailbox, house numbers, etc.)
- ☐ Decorative Fencing
- ☐ Other (such as re-pointing brick, driveways, etc.)

All projects **must** be consistent with the [Curb Appeal Guide](#) [Style Guides](#), and the following:

- ☐ Architectural details should maintain the architectural style of the home.
- ☐ Paint choices must be consistent with the suggested color palette or with complimentary colors for the neighborhood.
- ☐ Doors and shutters should be of quality standards and compliment the style of the home.
- ☐ Landscaping must be visible from the street, compliment the exterior of the house and comply with the attached Landscaping Guidelines.
- ☐ Decorative entrance features should complement the architectural style in of the house.
- ☐ Decorative fencing must be visible from the street.

Ineligible Improvements

The following are **not** eligible under the Curb Appeal Matching Grant Program:

- ☐ Improvements that damage the façade of the house

- ❑ Improvements that are inappropriate or incompatible with the historic context of the neighborhood
- ❑ Improvements on the interior of the property
- ❑ Sidewalk repair (city owned)
- ❑ Installation of chain link fencing
- ❑ Solar lighting that is not permanent
- ❑ Improvements that can not be completed within 6 months

Eligible Funding

The grant will provide residential property owners with matching grants up to \$5,000 or 50% of the total costs of improvement, whichever is less. Grant awards will range from a minimum of \$250 to a maximum of \$5,000.

- ❑ Only one grant will be awarded per property
- ❑ Only the cost of materials will be considered if the labor is not completed by a licensed contractor.

Technical Assistance

Upon request, an architectural design consultation can be made available at no cost to the property owner to assist with selection of materials and improvements that are consistent with the Curb Appeal Guide and the Buckroe Style Guide.

Please contact Jasmine Bryson, Neighborhood Development Associate at 727-6140 or jbryson@hampton.gov to schedule an appointment.

Buckroe Curb Appeal Matching Grant Procedures

Application Due Date

Applications must be received by **4:00 p.m. on Friday, April 17, 2015**. Applications may be hand-delivered or mailed to the following location:

Community Development Department
Housing and Neighborhood Services
c/o Jasmine Bryson
22 Lincoln Street, 5th floor
Hampton, VA 23669

Approval Process

Applications will be evaluated on the following:

- ☐ Overall aesthetic quality of the project and its design
- ☐ Visual prominence and potential impact on the attractiveness of the neighborhood
- ☐ Need for the property improvements
- ☐ Compliance with the Curb Appeal Guide, Buckroe Style Guide and Landscaping Guidelines
- ☐ Grants will be awarded on availability of funds
- ☐ Priority will be given to highly visible owner-occupied projects

An interdepartmental committee comprised of representatives from the Hampton Redevelopment & Housing Authority, Housing and Neighborhood Services, Planning, Public Works, Economic Development and Codes Compliance will make all funding decisions regarding Curb Appeal Matching Grant Program. Due to the availability of funds, the review committee reserves the right to approve applications for less than the amount requested.

Grant Awards

Decisions regarding Curb Appeal Applications received by the due date will be announced no later than **Friday, May 30, 2015**. For approved projects, a Matching Grant Agreement must be returned to the Community Development Department no later than 30 days after notification of approval.

Inspections

All cost estimates and work completed as a part of this program will be inspected by a housing inspector from the Hampton Redevelopment & Housing Authority to ensure that the costs estimates are reasonable and the work was completed in a satisfactory manner.

Payment

All payments under the Curb Appeal Matching Grant Program will be made by reimbursement and are subject to the following conditions:

- ☐ Reimbursement is for work performed after approval of the application
- ☐ Project must begin within 60 days and be completed within 6 months of approval
- ☐ A satisfactory final inspection to verify that the project was completed as agreed in the Curb Appeal Matching Grant Agreement
- ☐ Submission of an itemized statement of total project costs and copies of invoices to Jasmine Bryson, Neighborhood Development Associate.

Reimbursement will be made within 3 weeks of completing/submitting the items listed above.